

## **INTERN REQUIRED FOR COP26/CLIMATE CHANGE TEAM OF THE BRITISH EMBASSY ROME**

### **INTRODUCTION**

The COP26/Climate Change team is seeking to hire an intern for a period of six months, ideally starting in **March 2019**.

The team deals with climate change, energy and environment, with a special emphasis this year on the Italy/UK COP26 partnership. Over the coming months the team will be delivering a number of high-level events using various UK government funds, in support of the UK government's global climate change objectives. We will be working closely with the Italian government via the UK/Italy taskforce and meetings in other bilateral/multilateral fora to ensure the highest level of ambition for COP26. The team also leads on the Embassy's corporate 'Think Green' activities, with initiatives for going beyond plastic and reducing emissions.

The team collaborates closely with several Whitehall departments including the Foreign and Commonwealth Office, the Department for Business, Energy, and Industrial Strategy, the Department for Environment, Food & Rural Affairs, as well as several Italian government Ministries, businesses and other stakeholders.

### **MAIN DUTIES/RESPONSIBILITIES**

- Monitoring policy developments in Italy in key areas of interest, including through media monitoring and desk research;
- Regular reporting and updates on climate change and energy issues;
- Attending conferences and writing reports;
- Providing support for the organisation and delivery of Embassy events, as well as inward and outward visits;
- Supporting the team in their day-to-day work such as Italian/English translation and administrative tasks.

### **REQUIRED EXPERIENCE AND SKILLS**

- Enthusiasm, and ability to take initiative;
- Ability to work independently and stay on track;
- Flexible and a strong team player;
- Must be fluent in both spoken and written English and Italian.

### **TERMS AND CONDITIONS**

The opportunity is open to undergraduates, as per the law DM142/98. The candidate will undertake a selection process by way of an interview, both written and oral. The successful candidate will be granted credits (crediti formativi), as indicated by the university.

Prior to the appointment, the Embassy will sign an agreement (Convenzione di Tirocinio). The agreement will set out arrangements for tutoring, health & safety and insurance cover.

The internship is not a work contract and is unpaid. However the Embassy will grant a monthly allowance of €350. This amount is not subject to tax. The intern will be expected to work an average of 30 hours per week, Monday to Friday, within the range of 9am to 5pm. Some degree of flexibility is expected, mostly in case of seminars and evening events. Flexibility will also be granted by the Embassy to accommodate the intern's need in case of university exams or for studying. Other administrative details are set out in the 'progetto formativo' to be signed once the intern has been appointed.

## **HOW TO APPLY**

Applications (covering letter + CV in English) **must come through the university**, as stated by the Italian Law: DM 142/98. Interested students can liaise with the “Ufficio Stages” of their Faculty or University. Individual applications not coming through an eligible institution will not be acknowledged or considered for an internship. Applications must be sent by the Ufficio Stages to the Rome HR team **by 17<sup>th</sup> of February**: [Italy.Internship@fco.gov.uk](mailto:Italy.Internship@fco.gov.uk)

Applications should include a covering letter and CV in English. In the covering letter please state why you are interested in the internship, what experience you have to support your application and why you think you would be a good candidate for the position.

Confirmation of the internship is subject to security clearance and a reference check with the university.